

Administrative Reforms Update

Agreed Upon Procedures for Review of Housing Authority Financial Records

Central Procurement

DHCD centrally identified and pre-qualified three accounting firms with auditing experience to provide services to LHAs in order to meet the new requirement, that all LHAs with state-aided public housing units have Agreed upon Procedures (AUP) undertaken to review the financial records of the housing authority. LHAs will be able to now select the firm they wish to work with from this list without additional procurement. Firms that are not qualified through this process will not be eligible. There will be one exception. LHAs that have a federal audit done will be able to use for the AUP the same firm used for their federal audit, whether that firm has been pre-qualified through this process or not.

Guidance and Implementation

A Public Housing Notice will be issued in the beginning of October, instructing LHAs how to proceed, prepare for the AUP and a template for LHAs and accounting firms to use for the final report.

Central Waitlist

The Central Waitlist initiative is on track to have a draft software available for testing by the end of the year. Over the course of the summer, DHCD and MassIT met with representatives from 14 housing authorities as well as organizations including Mass NAHRO, HAP, MBHP, MHP, Heading Home, Massachusetts Law Reform Institute, and Massachusetts Coalition for the Homeless. These meetings were invaluable in providing an understanding of the user and clients in order to build system requirements for the development of software. MassIT has decided to develop the software internally and work has begun at the beginning of this month.

The centralized wait list has been divided into 4 phases. Each phase is designed to work in cohesion with the additional ones, or as a stand-alone, if needed. The 4 phases are:

- Phase 1: Website that displays a summary of Inventory of (state-aided) Public Housing Units in Massachusetts for clients
- Phase 2: Online Application for Public Housing and Client Management System
- Phase 3: Client Management System – Part 2 (for residents)
- Phase 4: Voucher Management System (and Online Application for vouchers)

Currently, all work is focused on Phase 1 and 2. MassIT hopes to begin work on Phase 3 and 4 during the Spring of 2015. Phase 3 would require an additional round of funding.

HILAPP

There have been two rounds of Requests for Proposals.

Round 1 Summary:

- RFP deadline was June 19, 2013
- 13 projects awarded funds for predevelopment (12 LHAs)
- Projected leverage of \$3 for every \$1 of HILAPP
 - \$90M in total leverage
 - \$27M in total HILAPP award
- TA granted to 4 projects that might become fully-funded projects upon further development.
- AMONG THOSE WITH AWARDS, most are in the design phase and will go out to bid in the next 3-4 months.

(Exceptions: Leominster project is already under construction,
Boston in pre-development stage,
One project could not secure match and is on hold)

Round 2 Summary:

- RFP deadline was April 1, 2014
- 3 projects awarded funds for predevelopment
- Projected leverage: 38 cents for every \$1 of HILAPP
 - \$130K in total leverage
 - \$350K in total HILAPP award
- TA granted to 1 LHA
- Decisions still pending on 2 LHAs

Mass LEAP Update

Five Sites

1. Boston Housing Authority
2. Somerville Housing Authority
3. Worcester Housing Authority
4. Metro Boston Consortium
 - Watertown HA
 - Quincy HA
 - Braintree HA
5. Western Mass Consortium
 - Northampton HA
 - Holyoke HA
 - Agawam HA
 - Chicopee HA

Program Management:

Bi-weekly phone calls are scheduled through the end of January 2015.

Initial call held 9/16/14

Standing Agenda:

- Enrollment and outreach updates
- Marketing Best Practices
- Partnership development updates
- Fiscal Questions
- Other/Special Topics

Staff are being hired/have been hired at both the Partner and Lead Agency Level

Outreach Activities

Baseline: all tenants are required to be notified of Mass LEAP to ensure equitable access to the program

Outreach underway includes: staffing attending community events, making presentations at tenant meetings, orientation sessions, door knocking, and mailings.

Applications Received: 82 (note: not all applicants have yet been screened for eligibility)

- Watertown HA – 33
- Quincy HA – 16
- Somerville – 26
- Worcester – 7